



DD/M&S 73-4670

MEMORANDUM FOR: Secretary, CIA Management Committee
 FROM : Deputy Director for Management and Services
 SUBJECT : Air Advisor

1. Action Requested: Approve the position of Air Advisor in the Office of Logistics and Senior Air Operations Officers in the DD/S&T and DD/O.

2. Basic Data or Background: The Inspector General's Review of Agency Air Support Activities of 8 June 1973 contained a recommendation that the position of Agency Air Advisor be established. This recommendation was approved at the 12 July 1973 CIA Management Committee meeting; and it was determined that the Deputy Director for Management and Services would submit a nomination for this new position of CIA Air Advisor with a proposal for the status and function of that position.

3. Staff Position: The Air Advisor is perceived as an experienced Agency officer who understands the interrelationships of proprietary managerial techniques, Agency operational activities and security/Agency image factors. He should serve as staff officer or referent to the Deputy Directors and the Management Committee about air matters. His advisory role would include the authority to seek advice and assistance about air matters from any Agency component or official. The following duties and responsibilities should appropriately be under the purview of the Air Advisor:

a. Provide advice and guidance to the Management Committee and Deputy Directors as requested.

b. Determine the safest, most economical and convenient method of air transportation for senior Agency officials, when not using regularly scheduled commercial air.

c. Serve as the Agency liaison point for air support to the DCI and other Agency officials for aircraft other than regularly scheduled commercial airlines which is handled by Central Processing.

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d. Determine the method of payment and who would pay for Agency use of non-Agency aircraft.

e. Determine whether the Agency is to be involved with Air Support to other government agencies. Conduct such liaison with other government agencies as may be required.

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f. Serve as the operations officer for

g. Maintain a repository of information covering Agency air activities.

h. Perform such other duties as may be directed by the Management Committee through the DD/M&S.

4. In conjunction with the creation of the position of Air Advisor in the Management and Services Directorate, the DD/S&T and the DD/O should each designate a Senior Air Operations Officer who will be responsible for representing the operational requirements for air support emanating from their Directorates.

5. Recommendation: (a) Establish the position of Air Advisor with functions and responsibilities as listed in paragraph 3 above. (b) Establish the position in the Office of Logistics. (c) Also, approve the appointment by DD/S&T and DD/O, respectively, of Senior Air Operations Officers to be responsible for the operational requirements for air support emanating from their Directorates.

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for HAROLD L. BROWMAN
Deputy Director
for
Management and Services

APPROVED : 15/ Carl C. Suckett

27 Dec '73
Date

DISAPPROVED: _____

Date

Distribution:

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1 - D/Logistics

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20 SEP 1973

MEMORANDUM FOR: Secretary, CIA Management Committee

FROM : Deputy Director for Management and Services

SUBJECT : Air Advisor

1. Action Requested: Approve the position of Air Advisor in the Office of Logistics with responsibilities as listed in paragraph 3 below.

2. Basic Data or Background: The Inspector General's Review of Agency Air Support Activities of 8 June 1973 contained a recommendation that the position of Agency Air Advisor be established. This recommendation was approved at the 12 July 1973 CIA Management Committee meeting; and it was determined that the Deputy Director for Management and Services would submit a nomination for this new position of CIA Air Advisor with a proposal for the status and function of that position.

3. Staff Position: The Air Advisor is perceived as an experienced Agency officer who understands the interrelationships of proprietary managerial techniques, Agency operational activities and security/Agency image factors. He should serve as the liaison between the DCI (Management Committee) and the operating component on air matters. He would be Chairman of EXCOMAIR and expand the advisory role of that group to include all Agency air matters, not just proprietary activities. To be effective, the Air Advisor should have certain authorities to correspond with his responsibilities. Accordingly, I see the duties of the Air Advisor as follows:

a. Review and make recommendations to the CIA Management Committee on all major air activities including the establishment of new programs, the expansion or curtailment or dissolution of existing programs, the procurement or acquisition of additional physical assets such as aircraft, base facilities, and all other actions that would materially affect the financial or management structure of the activity or program.

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b. Determine the safest, most economical and convenient method of air transportation for senior Agency officials, when not using regularly scheduled commercial air.

c. Serve as the Agency liaison point for air support to the DCI and other Agency officials for aircraft other than regularly scheduled commercial airlines which is handled by Central Processing.

d. Determine the method of payment and who would pay for agency use of non-Agency aircraft.

e. Determine whether the Agency is to be involved with Air Support to other government agencies. Conduct such liaison with other government agencies as may be required.

f. Serve as the operations officer for

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g. Maintain a repository of information covering Agency air activities.

Further, to assist the Air Advisor in making recommendations or decisions, he should have the authority to convene Agency employees knowledgeable of air operations, plus representatives from OGC, Cover, Finance, and Logistics, or any other component that might contribute to the matter being studied.

4. Recommendation: (a) Establish the position of Air Advisor, or CIA Air Officer, with functions and responsibilities as listed in paragraph 3 above. (b) Establish the position in the Office of Logistics.

/s/ Harold L. Brownman

HAROLD L. BROWNMAN
Deputy Director
for
Management and Services

APPROVED : _____

DISAPPROVED: _____

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